

**JOINT MEETING OF CAPITAL IMPROVEMENT PROGRAM
SUBCOMMITTEE/PLANNING AND DEVELOPING
COMMITTEE/ADMINISTRATION COMMITTEE
TUESDAY, SEPTEMBER 7, 2017
Minutes**

Committee members present: Chairman Robb Jensen, Billy Fried, Jack Sorensen, Darcy Smith, and Tracy Hartman (County Clerk).

Absent: Karl Jennrich

Call to order and Chairperson's announcements: Chairman Robb Jensen called the meeting to order at 8:30 a.m. in Committee Room #2, second floor of the Oneida County Courthouse. The meeting was properly posted and mailed in accordance with the Wisconsin Open Meeting law and the facility is handicap accessible. There were no announcements.

Approve agenda: Motion by Sorensen/Fried to approve today's agenda. All aye; motion carried.

Summary from Smith regarding projects requested for 2018. Smith passed out an updated Capital Improvement Summary sheet with updated numbers.
Update from Smith on 2017 Capital Improvement Program Projects. In 2017 CIP funded projects were \$1,329,755.00 with \$886,755.00 coming from the general fund.

Department Presentations:

- a. Highway – Jensen reported that there is an additional project request from the Highway Department and reminded the committee that highway projects do not come out of the general fund but that the Highway Department has a separate fund they are able to pull from. Stefonek reported that he has submitted an additional project to upgrade the existing fuel system at the Rhinelander facility. Stefonek reported that they are mandated to bring the fuel system up to state specifications. This project would cost \$85,000.00 and is required to be completed by 2020. Discussion regarding the scope of the project and the necessity. Discussion regarding how this project impacts the other upgrades being requested at the Highway Department. Discussion regarding the HVAC upgrade, Emergency Life Safety Egress Lighting, Parts room/2nd floor outside air and exhaust and miscellaneous other repairs at the Highway Department and where that funding would come from.

Review and evaluation of 2018 Capital Improvement Program Project Requests:

- a. Project Prioritization. Discussion regarding the ranking of projects. Committee members ranked each project and Darcy Smith averaged the rankings. Rankings average made by committee members were:
 - 3.5 – Courthouse Security Expansion – Physical Barriers in Offices (\$23,397.00)
 - 3.6 – Courthouse Elevator Update (\$150,000.00)
 - 3.6 – LEC Kitchen and Laundry Appliances (\$165,350.00)
 - 3.1 – River street storage Building Repairs (\$70,500.00)
 - 3.4 – Update lighting at all facilities (\$64,528.00)

- 3.4 – LEC Doors Replacement (\$37,000.00)
- 3.5 – Commercial Shredder (\$25,000.00)
- 3.4 – County Roads (\$500,000.00)
- 3.9 – HVAC Upgrade at Rhinelander Highway Shop (\$225,000.00)
- 4.0 – Emergency Life Safety Egress Lighting at Rhinelander Shop (\$25,000.00)
- 4.0 – Parts Room/2nd floor outside air and exhaust (\$25,000.00)
- 3.8 – Miscellaneous Building repair and upgrade (\$31,800.00)
- 3.4 – Fuel System (\$85,000.00)
- 3.7 – Replace Firewalls (\$37,071.00)
- 3.5 – Replace PC's and Laptops 2011 and older (\$27,720.00)
- 2.8 – Second Internet connection for LEC (\$27,351.00)
- 2.2 – Electronic Voting (\$23,650.00)
- 3.3 – New World Hardware Support (\$146,980.00)
- 3.8 – Phase III Radio Portables and Mobiles (\$175,000.00)

- b. Project Funding - Discussion regarding the ranking, how rankings were made and what the spending from the general fund should be for 2018 CIP projects. Smith will update the spreadsheets for the September 20, 2017 meeting to include the committee rankings.

Public comment/communications:

None

Dates and items for future agenda/meetings:

The next CIP meeting will be September 20, 2017 at 8:30 a.m.

Adjourn:

Motion Sorensen/Jensen to adjourn at 9:58 a.m. All aye; motion carried.

Respectfully submitted,

Tracy Hartman, Recording Secretary
Oneida County Clerk

Robb Jensen, Chair